

minutes

POB Case Review Subcommittee		
4.10.2018	1:04pm - 4:05pm	Plaza Del Sol Bldg 7 th Fl Abq, NM
Meeting called by	St. John	
Type of meeting	Case Review	
Facilitator	Harness	
Note taker	Harness	
Timekeeper	Harness	
Attendees	Valerie St John, Chair, Joanne Fine, James Larson, Edward Harness, Diane McDermott one member of the public	
Administratively Closed cases		
	St. John	
Discussion	Reviewed intake criteria, investigation flowchart, and investigation process. Discussed the expansion of Admin closed definitions Committee to consider Admin closed versus unfounded. Case 055-18 removed from consideration pending a rewrite.	
Conclusions	Except for case referenced above all other cases accepted as written for presentation to the Board	
Motion Fine, 2 nd St. John, passed unanimously		
Action Items	Person Responsible	Deadline
Next meeting discuss "minimally substantiate allegations" standard	Harness	Next meeting
Cases Investigated		
	St. John	
Discussion	Case No 182-17 needs recommendation form attached, 162-17 should document delays in the Investigation process, 225-17 how was the cell phone documented as part of personal belongings. 263-17 discussed although not on the agenda	
Conclusions	Motion to accept as written by Fine, 2 nd by St. John passed unanimously	
Action Items	Person Responsible	Deadline
SharePoint configuration	Fine	Next meeting
Closed session Personnel matter		
	St. John	
Discussion	N/A	
Conclusions		
Action Items	Person Responsible	Deadline